



200____ **Land & Water Conservation Fund Final Application**

All applications must be postmarked or received no later than June 30.

Mail or deliver application to:

North Dakota Parks and Recreation Department
Attn: Grants Manager
1600 E. Century Ave., Suite 3
Bismarck, ND 58503

PROJECT INFORMATION

Application Date (mm/dd/yyyy):

Project Sponsor:

Project Name:

Contact Person:

Contact Title:

Address:

City:

State:

Postal Code:

County:

Legislative District:

Daytime Phone Number:

Fax Number:

E-mail Address:

Description of Project (Include location and scope):

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REQUIRED SUBMISSIONS FOR FINAL APPLICATION

- ☐ General Project Information
- ☐ Certificate of Financing
- ☐ Acquisition Cost Schedule (*if applicable*)
- ☐ Development Cost Estimate
- ☐ Location Map
- ☐ Site Map
- ☐ Building Plan (*if applicable*)
- ☐ Environmental Assessment
- ☐ Cultural Resource Protection Review
- ☐ Project Assurances
- ☐ Assurance of Compliance
- ☐ Debarment and Drug Free Certificate
- ☐ Property Control-Lease agreement (*if applicable*)
- ☐ Warranty Deed
- ☐ Acquisition-Legal Description (*if applicable*)
- ☐ Agreements (*if applicable*)

I hereby certify that all the information contained within this application are true and verifiable and all of the requested information has been supplied openly and completely.

Signature: _____

Title: _____

Date: _____

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Certification of Financing

This is the guarantee that the sponsor has their share of money available and has earmarked these funds for use on this project. It is necessary to have 50% of the total project cost available. This form must be completed and signed before a project application can be submitted.

Instructions

The Certificate of Financing is a guarantee that the project sponsor has their share of money available and has earmarked these funds for use on the project. It is necessary to have 50% of the total project cost available. This form must be completed and signed.

Bond Issue	\$
Tax Levies	\$
Non-cash	\$
Cash Donation	\$
1.)	\$
2.)	\$
3.)	\$
Other	\$
Total	\$

I hereby certify that **non-federal funds** in the amount of \$_____ are on hand as a match for the Federal Land & Water Conservation Fund grant dollars. I acknowledge that no costs that have been incurred prior to the approval date of the project by the National Park Service are eligible for federal matching assistance.

Authorized Signature _____ Title _____

Sponsor Agency _____ Date _____

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ACQUISITION COST SCHEDULE

An appraisal of the land and improvements must be completed prior to application. Use the appraisal information to fill out this form. If a donation occurs, please enter the amount in the space provided. Be sure to answer all questions.

Parcel Number	Acreage	Value of Land	Value of Improvements	Total Value
Total Acres		Total Appraised Value		
		Minus Land Payments		
		Equal Land Donation		

Are there any persons living or any business on the property being acquired? Yes No

If yes, please explain:

Authorized Signature _____ Title _____

Sponsor Agency _____ Date _____

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Development Cost Estimate

List all materials, labor and engineering cost involved in this project. Please state number and types of facilities constructed, purchased or installed. General lump sum estimates are not acceptable. Anything not specified in the cost estimate is not part of the project and therefore not eligible for reimbursement.

Instructions

The development cost estimate must comprise a complete list of the costs to be incurred. It should include all material, labor and architectural engineering costs involved with the project. Please state number and types of facilities constructed, purchased or installed. Lump sum estimates are not acceptable. Items not specified in the cost estimate are not eligible for reimbursement.

[illegible]

Authorized Signature _____ Title _____

Sponsor Agency _____ Date _____

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LOCATION MAP

A general location map showing metes and bounds must be submitted. Please use a highway, city, county or other map that will clearly locate the project in relation to nearby streets, highway, towns, ect.

SITE MAP

A site map must be submitted showing distance in feet, streets, blocks and lot numbers. It is important to show the exterior boundaries of the area being developed or acquired. **DO NOT** include buildings used primarily for indoor recreation or land not owned for project purposes. **DO** include all outdoor recreation facilities and land in outdoor recreation use. Please show on the map all existing facilities and the proposed location of the new improvements. *The land designated on this map must stay in outdoor recreation use in perpetuity according to Federal Law 88-578, Section 6(f).*

BUILDING PLANS

When construction includes buildings a design plan must be submitted. The design should include a floor plan with dimensions. All buildings must meet federal standards for handicapped accessibility, Section 504 and the Architectural Barriers Act.. The project sponsor is also required to secure State Health Department approval when the project includes construction of sanitary faculties.

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ENVIRONMENTAL ASSESSMENT GUIDELINE

Instructions

The Assessment should be a cause and effect analysis. CAUSES are the recreation uses that your project will provide (hiking, tennis, camping) and actions that will be required to construct your facility (earth moving, clearing vegetation, lay asphalt). EFFECTS are impacts resulting from causes. Impact examples are: traffic disrupted, vegetation destroyed, alteration of drainage pattern. Environmental assessments should be both objective and analytical. Avoid justification statement and don't rationalize impact away. Tell it like it is! Avoid broad statements that there will be no impacts or that only beneficial impacts will result. Present sufficient information and facts to support conclusions. Recognize partially unknown or understood impacts. If information is unavailable or incomplete, it may be possible to evaluate the impact on the basis of similar situations or previous experience. Sufficient information must be provided so that the National Park Service can accurately assess the impact of the project and determine whether an environmental impact statement is needed. Whenever possible, impacts should be quantified (for example: number of acres of trees to be removed, cubic yards of fill to be required, ect.). Each of the following (9) points must be included in the Environmental Assessment.

Please type the assessment on a separate sheet of paper.

1. DESCRIPTION OF THE PROPOSED ACTION

Location: How does this project compliment or detract from the existing recreation facilities?

Description of the project: What are present recreation uses on proposed site?

How does the proposed action fit into recreational needs identified in local, state, regional or natural plans?

2. DESCRIPTION OF THE ENVIRONMENT

Existing environment: Points to be addressed:

- Current land use (agricultural, recreational)
- Fauna (birds, fish, land, animals)
- Flora (shrubs, grasses, forests)
- Soils (types)
- Landform (wetlands, flood plains)
- Unique physical features (rock formation, fossils)
- Air quality (relationship to power plants)
- Water quality (sewage, siltation)
- Mineral resources (surface and subsurface)
- Uses of surrounding area (agricultural, industrial, recreational)

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—Other

3. THE ENVIRONMENTAL IMPACT OF PROPOSED ACTION

Economic Impact: Points to be addressed:

- Land changed to public ownership causing tax loss
- Employment opportunities lost or gained
- Future maintenance cost (high, low)
- Other

Social Impact: Points to be considered:

- Health and safety (ex. well designed playgrounds)
- Number of persons affected and type (ex. senior citizens, handicapped)
- Transportation (ex. changes in driving pattern)
- Visual and aesthetics (ex. noise, beauty)
- Other

Damage caused by users: Points to be addressed

- Soil Compaction (foot and vehicle traffic)
- Litter (extra maintenance cost)
- Vandalism (extra maintenance costs)
- Noise (complaints from residential people about parties)
- Other

Construction Impacts: Points to be addressed

- Lay asphalt (degrade aesthetics of area)
- Clear vegetation (vegetation and wildlife destroyed)
- Heavy equipment (soil compaction, traffic in area disrupted)
- Moving earth (alteration of drainage patterns, increased dust in area)
- Other

4. MEASURES TO LESSEN EFFECT OF PROPOSED PROJECT

Example: Create sound barriers by planting trees.

5. ADVERSE ENVIRONMENTAL EFFECTS WHICH CANNOT BE AVOIDED SHOULD THE PROPOSAL BE IMPLEMENTED

Explain adverse effects to whom and what. Example: Adverse impact on a rare and endangered species.

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6. STATE THE RELATIONSHIP BETWEEN SHORT-TERM LAND MAINTENANCE COSTS VERSUS LONG-TERM MAINTENANCE COSTS.

Estimate the life expectancy of the project and discuss future maintenance costs.

7. STATE THE RELATIONSHIP BETWEEN LONG-TERM LAND USE IF PROJECTS IS IMPLEMENTED AND LONG-TERM LAND USE IF PROJECT IS NOT IMPLEMENTED.

Discuss which will be greater gain and greater loss, who will pay the cost?

8. ANY IRREVERSIBLE AND IRRETRIEVABLE COMMITMENTS OF RESOURCES WHICH WOULD BE INVOLVED IN THE PROPOSED ACTION SHOULD IT BE IMPLEMENTED.

Example: Construction a parking lot on a wetland would destroy wildlife habitat forever.

9. ALTERNATIVES TO PROPOSED ACTION

Examples: Change location, reduce or increase scope of project, or no action.

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Cultural Resources Protection Review

Instructions

When construction involves any soil disturbance, alteration, removal, demolition, or burial of any existing feature, federal law requires that a review be completed. It is recommended that a local historical society aid the project sponsor in completing the review. Photographs of the site are required. They should be taken from (4) four directions to show the general landscape of the property. In addition, photographs must be taken of all items identified in question #1. Photographs must be labeled as to the direction from photographer.

Please type the review on a separate sheet of paper.

1. Identify all historic, archeological and architectural sites, buildings, structures and objects existing on the site. Include seemingly “unimportant” items such as rubble piles, ruins, foundations, pottery fragments, chipped stones, ditches or holes of unknown origin, mines, trails and all other known or presumed constructions 40 or more years old.
2. For each feature identified in answer #1, include:
 - Size
 - Builder
 - Current use
 - Estimated age
 - Original intended use
 - Other uses it served and for how long
 - Years used for original purpose
 - Known alterations
3. Describe what would happen to each feature identified in answer #1 if project is implemented:
 - No effect
 - Demolition
 - Alteration
 - Burial
 - Removal
 - Other
4. Provide information about project site:
 - Size (acres)
 - Current use
 - Original intended use
 - Other use site served/how long
 - Known alterations
 - Other information
5. Identify the natural body of water nearest to the project site (name; type; distance from project site; direction from project site)
6. Indicate if the project site has been professionally surveyed for cultural resources. If so, provide the following information about the survey:
 - Who conducted the survey and when?
 - For what project was it conducted?
 - Where can the survey be obtained?
 - What resources were found?
7. Identify all events and persons significant in national, state or local history that have owned, lived or used the property or features. Indicate their significance and identify the sources of information provided.
8. Describe the various actions to be performed under the project, particularly the amount of intended soil disturbance and fill needed. Also identify all storage areas and the source(s) of fill materials (by legal description and/or map reference). Please be precise.

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PROJECT ASSURANCES

The _____ has read and hereby agrees to the following “Project Assurances.”
sponsor name

General Obligations

1. The applicant accepts the obligation to comply with the applicable laws, rules and regulations in effect at the time of the award and to further terms and conditions of the National Park Service manual in effect at the time of the award.
2. The applicant accepts the obligation to complete and maintain an approved project and recognizes that continuance of funding beyond any biennium is dependent entirely on approval of the program by the legislature. Termination by legislative action, however, does not relieve the applicant of its responsibility to provide proper completion of a project.
3. The applicant has read, understands and hereby agrees to abide by all terms and conditions contained in the project agreement to be entered into between the National Park Service and the North Dakota Parks & Recreation Department in the event this project is approved. Such project agreement is, by this reference, made a part of this proposal to the same force and effect as if it were incorporated into the body of this proposal.
4. The applicant possess legal authority to apply for the grant and to finance and construct the proposed facilities; and a resolution, motion or similar action has been duly adopted or passed as an official act of the application. A person has been designated as the official representative of the applicant to act in connection with the applicant and to provide such additional information as may be required.
5. The applicant will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving federal agency that funds have been approved and that the project will be executed to completion with reasonable diligence.
6. The applicant will maintain satisfactory financial accounts, documents and records and shall make them available to the state, National Park Service, the Department of the Interior and to the General Accounting Office for auditing at reasonable times.
7. The applicant will comply with provisions for contract compliance and Executive Order 11-246. See Contract Compliance Provision booklet.

State Health Requirements. The applicant will forward all plans and specification relating to waste water, drinking water and sewer systems to the Water Supply and Pollution Control Division of the State Health Department, 1200 Missouri Avenue, Bismarck, ND 58501 (701-221-5210) for their approval prior to project construction.

Maintenance Obligations. If for any reason it shall become necessary for any department agency of the state of North Dakota to expend state funds in order to fulfill any obligations which the applicant has agreed to perform in the construction and maintenance of this project, the applicant shall, within a one-year period, reimburse the state department or agency the amount of funds expended for such maintenance or operations.

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Signing. The applicant will give temporary public acknowledgment during the project construction phase for all projects over \$100,000 total project cost. The applicant will give permanent public acknowledgment of Land and Water Conservation Fund sign on the project site or facility in a prominent location.

Conversion of Property. Land acquired or developed under this program will be placed in use, as an outdoor recreation area and will be retained for such use in perpetuity or otherwise as provided and agreed to in the project agreement. Prior approval of the North Dakota Parks & Recreation Department must be obtained prior to alternate use of subject property and is subject to the provisions of Public Law 88-578 Section 6(f).

Hatch Act. The applicant will establish safeguards to prohibit employees from using their position for a purpose that is or give the appearance of being motivated by the desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.

Design and Engineering. The applicant will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications and will furnish progress reports and such other information as the North Dakota Parks & Recreation Department may require.

The applicant will require the projects to be designed to comply with the “Minimum Guidelines and Requirements for Accessible Design” as recorded in the Federal Register August 7, 1984 (36 CFR Part 1 1190)

Relocation Assistance. The applicant will comply with the requirement of Title II or Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (Public Law 91-646) which provides for fair and equitable treatment of persons displaced as a result of federal and federally assisted programs.

Utility Lines. The applicant will take all reasonable steps to bury, screen or relocate existing overhead lines at development or acquisition projects and will place all new electric wires under 15 KV and telephone wires underground.

Flood Hazard Requirements. The applicant will evaluate and plan the use of a park area located in the special flood hazard area, as far as practicable, to minimize the exposure of facilities to potential flood damage. The applicant will obtain National Flood Insurance for those facilities constructed in special flood hazard areas as required by the North Dakota Parks & Recreation Department in an amount at least equal to the value of the insurable development or to the maximum allowable limit of coverage made available.

EPA Assurance. The applicant will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environment Protection Agency’s (EPA) list of Violating Facilities and that it will notify the federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities stating that a facility to be utilized in the project is under consideration for listing by the EPA.

Historic Preservation Act. The applicant will comply with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593 and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-I et. Seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations as necessary to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see CFR Part 800.9) by the activity

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and notifying the federal by (b) complying with all requirements established by the federal grantor agency to avoid or mitigate adverse effects upon such properties.

Section 504 of the Rehabilitation Act of 1973 and Architectural Barriers Act. The applicant has read, understands and agrees to comply with Section 504 of the Rehabilitation Act of 1973. The act requires all recipients of Land & Water Conservation Funds to implement compliance procedures to insure that their programs, facilities and employment practices are not discriminatory in regard to the handicapped. The ABA requires that buildings and facilities that are designed, constructed or altered with Federal funds comply with Federal standards for physical accessibility.

Single Audit Act OMB Circular No. A-133. If the applicant receives more than \$500,000 in federal assistance (all programs) during its fiscal year, an audit report will be completed and submitted to the North Dakota Parks & Recreation Department. The audit should be performed in accordance with the Single Audit Act and OMB Circular A-133.

The applicant must contract with an independent auditor at their own expense or the state auditor to complete an audit of federal grants, contracts, cooperative agreement, loans, loan guarantees, property, interest subsidies, insurance or direct appropriations in which the applicant received or has agreed.

Authorized Signature _____ Title _____

Sponsor Agency _____ Date _____

Project Name _____

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ASSURANCE OF COMPLIANCE

U.S. Department of the Interior Assurance of Compliance Title III Age Discrimination Act of 1975 Title VI Civil Right Act of 1964

_____ (Hereinafter called Applicant) hereby agrees that it will comply with Title III of the Age Discrimination Act of 1975 (Public Law 94-135) and the Civil Rights Act of 1964 (Public Law 88-352) and all requirements imposed or pursuant to those titles, to the end that, in accordance with Title III and VI of these acts and the regulations, no person in the United States shall on the basis of age, race, color or national origin be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving financial assistance from the National Park Service and hereby gives assurance that it will immediately take measures to effectuate this agreement.

Applicant, or in the case of any transfer of such property, and transferee for the period during which the real property or structure is used for a purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance obligates the Applicant for the period which it retains ownership or possession of the property. In all other cases, this assurance obligates the Applicant for the period during which the federal financial assistance is extended to it by the National Park Service.

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property discounts or other federal financial assistance extended after the date hereof to the Applicant by the National Park Service, including installment payments after such date on account of arrangements for federal financial assistance which were approved before such date. The Applicant recognizes and agrees that such federal financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the United States shall reserve the right to seek judicial enforcement of this assurance. This Assurance is binding on the Applicant, its successors, transferees and assignees and the person or persons whose signature appear below are authorized to sign this assurance on behalf of the Applicant.

Authorized Signature _____ Title _____

Sponsor Agency _____ Date _____

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U.S. Department of the Interior Civil Rights Assurance

As the authorized representative of the applicant, I certify that the applicant agrees that, as a condition to receiving any Federal financial assistance for the Department of the Interior, it will comply with all Federal laws relating to nondiscrimination. These laws include, but are not limited to: (a) Title VI of Civil Rights Act of 1964 (42 U.S.C 2000d-I), which prohibits discrimination on the basis of race, color or national origin; (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicap; (c) the Age Discrimination Act of 1975, as amended (42 U.S.S. 6101 et. Seq.), which prohibits discrimination on the basis of age; and applicable regulatory requirement to the end that no person in the United States shall, on the ground of race, color, national origin, handicap or age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the applicant. THE APPLICANT HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

THIS ASSURANCE shall apply to all aspects of the applicant's operations including those parks that have not received or benefited from Federal financial assistance.

If any real property of structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership of possession of the property. On all other cases, this assurance shall obligate the Applicant for the period during which the Federal financial assistance is extended to it by the Department.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Applicant by the Department, including installment payments after such date on account of applicants for Federal financial assistance which were approved before such date.

The Applicant recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, its successors, transferees, assignees and sub recipients and the person whose signature appears below who is authorized to sign this assurance on behalf of the Applicant.

Signature of authorized certifying official	Title
Sponsor/Organization	Date Submitted
Sponsor/Organization Mailing Address	Bureau or Office Extending Assistance <i>National Park Service</i>

U.S. Department of the Interior

Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying

Persons signing this form should refer to the regulations referenced below for complete instructions:

Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions – **The prospective primary participant further agrees by submitting this proposal that it will include the clause titles, “Certification Regarding Debarment, Suspension, Ineligibility and voluntary Exclusion – Lower Tier Covered Transaction,” provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.**

See below for language to be used; use this form for certification and sign; or use Department of the Interior Form 1954 (DI- 1954). (See Appendix A of Subpart D of 43 CFR Part 12.)

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions – (See Appendix B of Subpart D of 43 CFR Part 12.)

Certification Regarding Drug- Free Workplace Requirements-Alternate I. (Grantees Other Than Individuals) and Alternate II. (Grantees Who are Individuals) – (See Appendix C of Subpart D of 43 CFR Part 12)

Signature on this form provides for compliance with certification requirements under 43 CFR Parts 12 and 18. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of the Interior determines to award the covered transaction, grant, cooperative agreement or loan.

PART A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions

CHECK ____ IF THIS CERTIFICATION IS FOR A PRIMARY COVERED TRANSACTION AND IS APPLICABLE.

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery,

falsification or destruction of records, making false statements, or receiving stolen property;

- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Part B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

CHECK _____ IF THIS CERTIFICATION IS FOR A LOWER TIER COVERED TRANSACTION AND IS APPLICABLE.

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Part C: Certification Regarding Drug-Free Workplace Requirements

CHECK _____ IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS NOT AN INDIVIDUAL

Alternate I. (Grantees Other Than Individuals)

- A. The grantee certifies that it will or continue to provide a drug-free workplace by:
 - (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification numbers (s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a),(b),(c),(d),(e) and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

Part D: Certification Regarding Drug-Free Workplace Requirements

CHECK ☐ IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS AN INDIVIDUAL

Alternate II. (Grantees Who Are Individuals)

- (a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;
- (b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to the grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number (s) of each affected grant.

Part E: Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

CHECK _____ IF CERTIFICATION IS FOR THE AWARD OF ANY OF THE FOLLOWING AND THE AMOUNT EXCEEDS \$100,000: A FEDERAL GRANT OR COOPERATIVE AGREEMENT; SUBCONTRACT, OR SUBGRANT UNDER THE GRANT OR COOPERATIVE AGREEMENT.

CHECK _____ IF CERTIFICATION IS FOR THE AWARD OF A FEDERAL LOAN EXCEEDING THE AMOUNT OF \$150,000, OR A SUBGRANT OR SUBCONTRACT EXCEEDING \$100,000, UNDER THE LOAN

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and Cooperative agreements) and that all subrecipients shall certify accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

As the authorized certifying official, I hereby certify that the above specified certifications are true.

Signature

Date

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PROPERTY CONTROL

The property sponsor must acquire or have adequate control of the property they plan to acquire and/or develop. The project sponsor must have warranty deed of the property. A Quit Claim Deed does not provide adequate control. A Quit Claim Deed may suffice if an attorney's opinion is completed stating that the project sponsor is sole owner of the property. Each deed will be reviewed thoroughly to assure that the project sponsor has long term control so they can enforce legal obligations as listed in the Project Assurances.

WARRANTY DEED

For development projects, the project sponsor must submit the land ownership document with the application. The project map and legal description on the deed should be an exact match except when the land ownership document contains multiple areas or when the land should not be designated for perpetual outdoor recreation use. The project sponsor must be named as the property owner on the deed.

ACQUISITION-LEGAL DESCRIPTION *(IF APPLICABLE)*

For acquisition projects it is required that you submit with the application, an exact legal description of the area you plan to acquire. You must also submit an appraisal for the property that meets the Uniform Appraisal Standards for Federal Land Acquisitions. Later after the project is federally approved, you must receive warranty deed to the land and submit a copy to this office.

AGREEMENTS *(IF APPLICABLE)*

Please attach to the application all agreements with agencies, individuals or organization involved in this project. This should include agreements or arrangements for operation and maintenance of the project.